**PCOSUW Executive Committee Minutes**

**Wednesday, January 28, 2015**

**10:00 AM – 11:00 AM**

**Attendees: Belou, Camper, Dana, Danforth, Hammett, Lockhart, Murdock, O’Connor, Ransdell, Redburn, Rushing, Sterling,**

**UPDATES:**

1) ADVANCE Update (Rushing and Murdock)

* Sick Leave Pool will launch soon
* Shared yellow bookmarks which share ADVANCE Project TRACS events

2) Equity Advocates/Policy Review Committee Update (Rushing)

* The goal of the committee is to discuss policies we should have in place.
* Discussion of a policy review portal and what the Commissioner can do to get the word out
* Becca brought up a few concerns regarding classifying staff as “Classified” and the salary scale that coincides; this topic brought forth much discussion, thus it was determined to invite someone from HR to the full PCOSUW meeting in February to clarify the policies that are in place
* Anne Camper announced that Computer Science has four female candidates, which has not happened in the past

3) Recognition Committee (Danforth and Lockhart)

* Betsy asked if we could have two, $500 awards for the PCOSUW student award; Lynda will ask President Cruzado during their meeting on Feb. 4th; All nominations should be sent to Betsy

4) Assessment Committee (Belou)

* Becca provided status updates on the ongoing efforts of the Committee

5) Bylaws Update (Sterling)

* Tracy updated the group with the great information that the Bylaws are complete and will be up for approval at the Full Commission meeting in February

6) Communication Update (Redburn)

* Request for approximately $65 for PCOSUW bookmarks; Lynda will ask President Cruzado
* Website continues to be updated by Lindsay

7) Meeting with President Cruzado on Wed., February 4th from 2:00 PM – 2:30 PM

 Items for Discussion:

* + Funding for a Retreat for the Executive Committee to Discuss Current Strategic Plan and update it (Feb or March?) ($700-1000 for facility rental and lunch)
	+ Review and add feedback to future issues for new strategic plan (using current strategic plan and new ideas from FULL commission meeting and list for 2014-15); I can send those electronically AND I gave copies to Maggie at today’s meeting
	+ Funding for continuation and training of Equity Advocates (??)
	+ Funding for Bookmarks ($65 for 200 of them with mission/goals/accomplishments)
	+ Staff salary issues (PCOSUW, Staff Senate, ASMSU)
	+ Funding for student award ($500 x 2 for grad and undergrad)
	+ $$ for lunch during FULL commission meeting—since it runs from 11-12:30 ($200)
	+ Any chance for a yearly budget?

8) Full Commission meeting on February 9th from 11:00 AM – 12:30 PM (SUB 235)